

Conference Minutes

New Capital Grant Awardees Call for December 17th, 2008 at 1:00 P.M. Eastern 1-800-767-1750 # 58099

I. Announcements

- A. 2008 Capital Grant Awardees Training Conference
 - 1. Scheduled for February 9&10, 2008 at the Embassy Suites Westshore, Tampa, Florida.
 - 2. GPD Field Office has faxed to New Capital Grant Awardees information on registering for the training conference.
- B. Reminder: GPD “New Capital Grant Awardees Call” is scheduled for 3rd Wednesday of the month at 1:00 PM.
- C. Next month’s conference call guest speaker will be Guy Liedke, Program Specialist, GPD Field Office.
 - 1. Guy will highlight key GPD program regulations. The regulations can be located on the Providers webpage and in the Capital Grant Recipient Guide.
- D. Agenda items for future calls should be sent to Susan Langer at Susan.Langer@va.gov and Mike Lamb at mike.lamb@va.gov.

II. Agenda

- A. Susan Langer, Project Development Specialist, provided an update on registering for the 2008 Capital Grant Awardees Training Conference.
- B. Dennis Hancher, Architect, VA Office of Construction and Facilities Management, provided an overview of the Facility Management (FM) approval process for new Capital grant awardees.
 - 1. Prior to beginning any construction work and before VA funds can be disbursed, grant awardees must have project drawings reviewed for facility management compliance in four key areas: Fire/Safety, Accessibility, Environmental Compliance, and Historic Preservation.
 - 2. In some cases, facility drawings are reviewed by the local VA medical center fire/safety officer who may conduct a survey of the facility prior to FM approval and the GPD initial inspection.
 - 3. When the FM review has been completed and project drawings are approved, Mr. Hancher forwards a letter to the GPD Field Office and the Capital grant awardee.
- C. Susan Langer introduced the Capital Grant Project Development Quarterly, Report, which was faxed last month to new Capital Grant awardees and awardees with non-operational projects.
 - 1. The Quarterly Reports will be reviewed by Project Development Specialists to track awardees progress in reaching grant application milestones. Additionally, the reports will also assist in identifying problems that could potentially delay a project’s completion.

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2. Due dates for the Quarterly Reports are: January 1st, April 1st, July 1st, and October 1st.

D. Items from the field.

Here is a list of web pages that you may find helpful;

GPD Website: <http://www1.va.gov/homeless/page.cfm?pg=3>

GPD Regulations:

http://www1.va.gov/homeless/docs/GPD_Regs_38_CFR_Part_61.pdf

GPD Provider Site: <http://www1.va.gov/homeless/page.cfm?pg=35>

Federal Register Site: <http://www.gpoaccess.gov/fr/browse.html>

Mike Lamb: mike.lamb@va.gov

Susan Langer: susan.langer@va.gov

Our next conference call will be January 20, 2009 @ 1pm 1-800-767-1750
#58099